

Skegness Kite and X-Fest 2008

July 11, 12 & 13 North Beach, Skegness

TRADE SHOW/STALL APPLICATION FORM (Sea View Road car park festival site)

Please provide the following information:

Name:

Position:

Trading Name:

Association
Name:

Charity Name:

Stall pricing:

(Please tick appropriate stall and rate – stall space allocated is per 10ft x 10ft and prices are for each day. Stallholders must provide own stall. Pitches will be provided in marquee for Trade Show)

Charity stall - FREE Commercial stall - £25

(Please complete section b)

Commercial (own stall or trailer) - £1.50 per foot. Footage required.

Friday Food Vendors - Skegness (please complete section a)

Day time - £60 Day time and evening - £100

Friday Trade Show - Skegness (please complete section c)

Day time and evening - £100

Saturday Food Vendors - Skegness (please complete section a)

Day time - £80 Day time and evening - £150

Saturday Trade Show - Skegness (please complete section c)

Day time and evening - £100

Sunday Food Vendors

Day time - £60

Sunday Trade Show - Skegness (please complete section c)

Day time £80

Charitable organisation providing activity needing a space allocated free of charge

Please give details of space required and activity planned

Section a - Caterers / 'food vendors'

Do you have a valid certificate for Food, Health and Hygiene?

Yes No

Please detail the type of food you will be providing / selling:

Will you be bringing your own self catering unit – if yes please give dimensions

Section b - all other Stall holders / organisations

Please detail the type of what activity/product will be providing / selling:

Section c – Trade Show

Please detail the type of what product will exhibiting:

Section d – to be completed by all applicants

Car/ van registration number

Address 1:

Address 2:

Address 3:

Town:

Postcode:

Telephone:

Mobile:

Email:

TERMS AND CONDITIONS

ALL BOOKINGS NEED TO BE PLACED BY FRIDAY JULY 4 AND WE WILL INFORM YOU OF YOUR LOCATION BY WEDNESDAY JULY 10 2008. PITCHES ARE ON TARMAC ONLY

Please enclose the following:

- ❖ A deposit of £10 for commercial stalls, Trade Show exhibitors and caterers made payable to Skegness Surf and Kite Academy
- ❖ A copy of your Public liability insurance - not necessary for charities

1. Completing a booking form is not a commitment from Skegness Xfest for a booking. Allocation of spaces at the venue is at the sole discretion of the committee and allocation will be given to ensure the best balance of stalls.
2. **No guarantee is provided against inclement weather.** The decision to undertake a stall at the Skegness Xfest is purely at the stallholder's own risk and under no circumstances will the stall fee be refunded.
3. All payments are to be made in full by 5:00pm WEDNESDAY **JULY 10 2008** either by cash or cheque. Please note that cash payments are not accepted via post.
4. You must trade within the allocated space/area and must not encroach outside your designated space/area. Relocation of your stall will not be allowed.
5. You must observe all Health and Safety precautions when using electricity/gas as fuel for cooking. All food stallholders must wear hats and scarves to cover their hair.
6. You are required to have your own insurance liability for damage/theft of any of your equipment and the Academy will not accept any liability for any damages/theft.
7. If you intend to be a food stallholder then you must provide **evidence of being licensed for Food, Health and Hygiene** by your own Council. You must provide **a certificate to prove that you are licensed to trade as a food stallholder.** If you do not provide a valid certificate then you will not be permitted to trade.
8. You must specify clearly the goods you intend to sell on your stall. This will allow the Academy to ensure that there is variety at the festival and that undue competition between stalls is prevented.
9. In the event of a complaint, please report to the Skegness Xfest, event office on site during the event; or to the address in this document after the event.
10. You will be issued with a disc that should be clearly displayed on your vehicle's windscreen allowing you to enter and leave the festival. No stallholder (with the exception of refrigerated vehicles with diesel generators) will be allowed to park vehicles behind the stalls. Vehicles will be allowed to move around the site only during the loading and unloading periods. Outside of these periods movement will be strictly prohibited and vehicles must remain parked in the designated stallholders car park.
11. Access to the Xfest site for putting up your stall will be allowed between 9am and 10.30am, strictly, no vehicles will be allowed in after 10.30am.



www.skegX.co.uk

12. In the event of rain during the day, you must provide your own rain covers to cover your goods.
13. We reserve the right at our sole discretion and without giving any reason, to refuse any application promptly returning the full fees received.
14. Each Trader is expected to remove all rubbish around their stall and to leave the venue in a pristine condition and any Trader who does not tidy up will not be asked to attend future events and will have any future bookings cancelled.

I have read, understood and agree to all the above terms & conditions:

Name:	Company/Charity/Association Name:
Signature:	Date:

Please return to Skegness Xfest Committee, Skegness Surf and Kite Academy, 30 Sea View Road, Skegness, PE25 1BT or email to skegxfest@yahoo.co.uk